



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

10/10/13

Jenny Gonzalez
2261 Burlington Rd
Muscatine IA 52761

Dear Jenny,

This letter is in regards to the 10/8/13 follow up compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

This worker was at the visit when they heard crying upstairs in the home. The provider returned with an 11 month old child who she stated was sleeping upstairs in a play yard. This play yard had a light blanket and a stuffed animal in the sleep environment. The provider then admitted that they also have a six month old child sleep upstairs in a different room in a play yard. This play yard had a heavy blanket and loose fitted sheet in it. This worker informed the provider that they needed to have all of the children on the same level of the home sleeping and napping in order to provide careful supervision at all times and that the six month old was not to have anything in their sleep environment with them and the 11 month old could have a light blanket. The 6 month old was awake at the start of the visit and was downstairs with the provider when this worker arrived.

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials.

Jenny needs to clean up burn pile in the outdoor play area.

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

Jenny needs to update her drill record sheet.

☐ 110.5(1)o Smoking and the use of tobacco products is prohibited at all times in the home and vehicles used to transport children. Smoking and use of tobacco products prohibited in outdoor play area during hours of operation.

Jenny needs to have compliant signs posted in transport vehicle and three entrances of the home.

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

Jenny needs to show documentation of current annual exam and shots for three outdoor cats and one indoor cat.

☐ 110.5(1)t Within 12 months of registration or renewal of registration, private sewer or wastewater has been tested for efficient functioning and improper leakage.

Jenny needs to provide documentation of this.

☐ 110.5(2)c An individual file is maintained for each staff assistant and contains:

☐ 110.5(2)c A physician's signed statement of health and immunization status at the time of employment and at least every two years thereafter.

Jenny needs to show proof of current immune status for Polio, MMR, Dtap for Peggy or have her obtain religious exemption certificate.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

Need update for H.D. Need for E.W., M.C., A.D.

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

Need update for H.D. Need for E.W., M.C., A.D.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need update for H.D. Need for E.W., M.C., A.D.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Need physicals for A.D.(4), A.A., E.W., C.M.

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Need school aged health status for M.C., A.D.(8)

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

Need updated school-aged health status forms for J.D.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need update for H.D. Need for E.W., M.C., A.D.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for A.D.(4), J.D., E.W., M.C., A.D.(8). Need signature and date on form for L.D., N.D., H.D., A.A.

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

Need for L.D., N.D., H.D., M.C., A.D.(8).

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Need for E.W., M.C., A.D.(8) Need date on form for N.D.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 10/29/13.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **10/29/13**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).